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PENMAN'S ART JOURNAL.

[R. G. FENNELL.]

Lessons in Practical Writing.

No. VI.

"It must have been a special gift" is a common observation when an unusual degree of skill is displayed in the use of the pen. This idea is not only fallacious, but is exceedingly pernicious as regards the acquisition of good writing inasmuch as it tends to discourage pupils who write badly by leading them to believe that, not having "the gift" they are debarred from becoming good writers.

Good writing is no more a gift than is good reading, spelling, grammar or any other attain-

NEW YORK, FEBRUARY, 1881.

VOL. V. NO. 2.

ment, and in the same way it is, and *can* be acquired, viz.: by patient and studious effort.

Writing is just as much a subject for study and thought as any other branch of education. Study must, however, be combined with practice.

The correct forms and construction of writing must be learned by study, while practice must give the manual dexterity for its easy and graceful execution.

Many persons fail to become good writers from not properly uniting study and practice. Careful study with too little practice will give writing comparatively accurate in its form and manner of construction, but labored, stiff and awkward in its execution, while upon the other hand much practice with little study imports a more easy and flowing style, but with much less accuracy as regards the forms of the letters and general proportion and construction of the writing, which will commonly have a longer and sprightly appearance. Example of writing which has resulted more from study than practice.

One of the most common faults in slope occurs on the last part of letters *m*, *n*, *u*, *h*, *p*, which are made thus:

m n u h p

CORRECT SLOPE.

Steadfastly

In practicing the present copy let special attention be given to the observation and correction of these faults.

Exercise to be practiced for movement.

Perseverance

While we invite special attention to certain faults in connection with each lesson, we by no means, will have any one loss sight of any of those previously mentioned.

COPY FOR PRACTICE.

Study gives form

Example of writing in *1881* as it is to be done more practice than study.

Practice gives grace

Writing, the result of study properly combined with practice.

Study combined with Practice gives grace and perfection

Undoubtedly many of our class will see forcibly illustrated in one of these examples our own experience; so manifest is the effect of these different modes of practice, that we have only to glance at a piece of writing to discern the extent to which a writer has combined study with practice while learning to write.

We have in previous lessons considered position, movement, unity of form, correct proportion and spacing, as the essentials to good writing. We shall now direct special attention to a correct and uniform slope, as another essential to good writing.

The degree of slope now adopted by the leading authors and one which we approve, is at an angle of 32° from the horizontal, as per diagram.

The relative effects of correct and incorrect slope may be seen in the following examples.

BY D. T. AMES.

The variation in the slope of different letters and their parts will be rendered much more perceptible by drawing straight extended lines through their parts thus:

Willing

The variation in the slope of different letters and their parts will be rendered much more perceptible by drawing straight extended lines through their parts thus:

We find the first mention made of writing in Exodus 17: 14. And the Lord said unto Moses, "Write this for a memorial in a book, and rehearse it in the ears of Joshua." Exodus 24: 4. "And Moses wrote down all the words of the Lord, and rose up early in the morning and built an altar under the hill, and twelve pillars, according to the twelve tribes of Israel." Seventh verse: "And he took the book of the covenant, and read it before the people." And they said, "All that the Lord hath said will we do, and be obedient." Twelfth verse: "And the Lord said unto Moses, come up into the mount, and I will give thee tablets and commandments which I have written, that thou mayest teach them." Exodus 34: 1. And the Lord said unto Moses, "Write this book of the law in a tablet of stone, and keep it in the Ark." And I will write upon these tablets the words that were in the first tables which thou brakest." Twenty-eighth verse: "And he was there on the Mount with the Lord forty days and forty nights, and the Lord gave him water to drink water, and he ate bread upon the tablets of the words of the covenant, the ten commandments."

This tablet is first mentioned in the Bible in Job 31: 23. In Job's complaint of misery he says: "O, that my words were written; O, that they were printed in a book; that they were grav'd with an iron pen and lead in the rock forever."

Scriptural Psalm, 1st verse, David in speaking of the majesty and grace of Christ's kingdom says: "My heart is inditing a good matter; I speak of the things which I have made touching the King; my tongue is the pen of a ready writer."

Jeremiah 1: 1. "The sin of Judah is written with a pen of iron, and with the point of a diamond; it is graven upon the table of the people of God, and it is forever." This tablet is described much more to believe that the art of writing was understood among the Jews while other nations were yet without it, and left them from it has passed into all other countries, and has been handed down to our own time.

The Romans practiced running hand as early as the fourth century. The Greeks and Romans of course knew that the Phoenicians were the inventors of letters, and that the knowledge of it was brought by Cadmus from Phoenicia into Greece about 1500 B. C.

From the Phenician, or the Hebrew, which is closely allied, are derived the Oriental and Persian, used in Asia, written from right to left. The principal being the Syrian, Arabic and Persian.

The original Greek was first written from right to left, and then right to left and to right respectively. But inscriptions dated 712 B. C. were written from left to right in the way now practiced.

One of the earliest methods of writing was to paint the letters on a tablet of stone. Another was to draw them on unbroken tiles or brick and then thoroughly burn them with fire to make them hard and durable.

Tablets or plates of lead or brass were employed with a pen made of a piece of wood, which was used in Asia, Africa and elsewhere.

In some countries they covered these tablets with wax and wrote on them. The instrument employed for making the letters on these tablets was a sharp pointed piece of iron called the stylus.

Leaves and the bark of trees were early used for writing. From the thin films peeled off from the Egyptian reed *Papyrus*, which grew along the river Nile, a material was made which answered the purpose much better.

Cloth of linen and sometimes of cotton was another ancient material for writing.

The skin of animals, when prepared for the purpose. About two years before Christ, the art of preparing them was brought to great perfection in the city of Pergamus, which, in those days, was the capital of the Roman Empire. A reed, formed into a pen, was used to trace the letters with ink of some sort, after

the fashion that is now common, or else they were painted with a small brush, as was probably the general custom at first.

Books were written generally upon skins, linen, cotton, or paper; parchment, however, later on, was more common. These several pieces, or leaves, were joined together so as to make a single sheet from the beginning to the end. This was then rolled up, stuck, or if very long, folded, and beginning again, rolled and rolling until they met in the middle. When any person wanted to read, he unrolled it to the place he wished, and when he was done rolled it up again. "The lines were written in perspective, columns in one *parallel style*. Hence, books of every size were called *rolls*. Our word *volume* means the same thing in its original significance."

Jeremiah 17: 1. "Take thee a roll of a book, and write therein all the words I have spoken unto thee against Israel."

The roll was usually written on one side, that was which was given to Ezekiel, in vision, was written on both sides.

Ezekiel 1: 9, 10. "And when I looked, behold, a hand was sent unto me: and lo, a roll of a book was therein, and he spread it before me, and it was written *within and without*; and there were written therein lamentations and mourning, and woe."

From this account of the ancient books, it is easy to understand how they might be sealed up for a number of years, and how the seal might have to be opened, after reading a script before the reader could proceed to the remainder.

Isaiah 29: 11. "And the vision of all is sealed; none of the words of a book that is sealed, which men deliver to one that is learned, saying read this, I pray thee, and he saith, I cannot, for it is sealed."

Then we have the account of the book sealed with seven seals, which no man is worthy to open.

Revelation 5: 1, 2, 3. "And I saw in the right hand of him that sat on the throne, a scroll written with and on the back side, sealed with *seven seals*. And I saw a strong angel proclaiming with a loud voice, who is worthy to open the book, and to loose the seals thereof? And no man in heaven, nor in earth, neither under the earth, was able to open the book, neither to look thereon."

Letters were generally sent in the form of rolls, too. They were, probably, as the Eastern custom at present, sent in most cases without being sealed, while those addressed to persons of distinction were placed in a valuable purse or bag, which was tied, and then closed over with a seal, like the one, logo, Newark, N. J. Mr. Seaford ranks among our most skillful penmanship teachers.

The Roman Seruarius, or book-case, is a box of cylindrical shape; the rolls are placed in this perpendicularly, with labels at the top containing the titles.

Those among the Jews who were skillful in the use of the pen, were of considerable importance in society. They were distinguished from other men by having an *ink-horn* fastened to their girdle.

Ezekiel 9: 2. "And one man among them was clothed with linen, with a writer's ink-horn by his side. And the Lord said unto him, go through the city of Jerusalem and set a mark upon the foreheads of the men who reverence me very interesting and highly creditable. We regret that we were unable to attend."

Thus, among the Jews, who were skillful in the use of the pen, were of considerable importance in society. They were distinguished from other men by having an *ink-horn* fastened to their girdle.

Exodus 28: 2. "And one man among them was clothed with linen, with a writer's ink-horn by his side. And the Lord said unto him, go through the city of Jerusalem and set a mark upon the foreheads of the men who reverence me very interesting and highly creditable. We regret that we were unable to attend."

Second Epistle to John, the very first: "Having many things to write unto you, I would not write with *paper and ink*; but I trust to come unto you, and speak face to face, that our joy may be full." — D. L. Mueschman, in the *Modern Argosy*.

When Subscriptions May Begin.

Subscriptions to the JOURNAL may date from any time since, and inclusive of September 1877. All the back numbers from that date with the four premiums will be sent for \$3.00. All the numbers of 1880 and 1881, with either two of the premiums will be sent for \$1.75. With all four of the premiums for \$2.00.

Now is the time to subscribe for the JOURNAL, and begin the new volume.

PERSONALS.

The *New York Mercantile Review*, for January, gives a high compliment to G. A. Gaskell, of Jersey City, N. J., principal of the Jersey City and Manchester, (N. H.), Business Colleges, and author of a compendium of practical penmanship, *Practical Penmanship, or, the Art of Writing Forms of Business and Society*." Mr. Gaskell is one of our most enterprising business men and authors, and is achieving an enviable success and fame.

Mr. H. Hinman has opened a business college at Worcester, Mass. Mr. Hinman is a thorough and conscientious teacher, and will undoubtedly give full satisfaction to all who may favor him with their patronage.

Thus Powers, who has for some years conducted the Fort Wayne (Ind.) Business College, has added to the proportion of his Maumee Business College, of that city, which is conducted in connection with the Fort Wayne College, by the Rev. Addison Allbro, M. S. Mr. Allbro is a thoroughly competent instructor, and will undoubtedly build up a flourishing commercial institution.

C. W. Robins conducts a commercial department in Christian University, Canton, Mo. Mr. Robins is an accomplished penman.

P. R. Cleary is teaching large classes of writing in Michigan. He sends a club of fifteen names

REGALIENS RECEIVED.

C. W. Rice, teacher of writing at Bryant's Business College, Chicago, Ill., includes several specimens of business writing which are among the best we have received. Mr. Rice is one of our most promising young penmen.

J. B. Moon, Powder Springs, Ga., sends very creditable specimens of practical writing and drawing.

H. T. Loomis, teacher of writing at Bryant's (Buffalo, N. Y.) Business College, is an accomplished penman and teacher of writing.

A numerous collection of well-written copy-slips and cards comes from L. W. Hellett, who is teaching writing classes in West Dabney, N. Y.

A skillfully executed specimen of flourishing has been received from A. W. Dudley, teacher of writing in the Southern Indiana Normal College at Mitchell, Ind.

Oscar Stephens, a student of the Joliet (Ill.) Business College, sends a good specimen of practical business writing.

W. H. Miller, teacher of writing at Allentown Business College, Mansfield, Pa., includes several slips of writing executed in a masterly manner. Mr. Miller is among our most accomplished writers.



The above cut was photo-engraved from a design flourished by Fielding Seaford, teacher of penmanship, at Bryant, Stratton & Clark's Business College.

He writes the JOURNAL from his present class. He writes a very graceful hand.

We return our thanks to Messrs. Miller & Drake, proprietors of the N. J. Business College, Newark, N. J., for invitation to be present at the graduation exercises of that institution at Newark, on Jan. 10, 1882. The reports of the progress of the exercises and we were very interesting and highly creditable. We regret that we were unable to attend.

L. S. Haines, who is teaching writing at the Arbor, Mich., is highly complimented the press of that city for his fine penmanship successful teaching.

G. V. Pond, principal of a select commercial school for ladies and gentlemen, cor. 15th and Chestnut Sts., Philadelphia, has sent along numbers of the names of his pupils to subscribe to the JOURNAL. He says in his letter, "I am sure that these are good handwriting specimens." I am sure that the good handwriting combining the beautiful with the solid. That they really wish to become good pens. The JOURNAL will be a great help to them.

He has a good school. That they are three years of age, and practical exercises, as they grow from month to month, will improve their taste, preserve their interest, and teach to inspire a good love for the beauties and of good penmanship."

We are sure that Prof. V. N. Douglas, though unrepresented in the JOURNAL, is a good writer. He is the Superintendent of Public Schools of the City of Indianapolis, and a delegate to the Grand Chapter of the A. A. B. C. Masons, recently in session at Albany. A compliment well bestowed — "Doug" as always a good boy.

H. C. Spencer, of the Spencerian Business College, Washington, D. C., favors us with a letter executed in genuine Spencerian style, which we are sure you will like.

H. H. Barker, of Louisville, Ky., includes several specimens of well-executed practical writing and a specimen of flourishing.

C. B. Ward, now with G. A. Gaskell, Jersey City, N. J., includes several specimens of plain and fancy card writing which are very creditable.

G. Spencer, with the Northwestern Mutual Benefit Association, writes an elegant Spencerian hand. Several slips which he includes are seldom excellent.

S. G. Sull, Cisco, Mo., writes a very easy, graceful hand; the writing, however, lacks precision.

M. J. Goldsmith, teacher of writing at Moore's Business University, Atlanta, Ga., includes in an elegantly written letter several slips of superb penmanship.

W. H. Johnson, at Mueschman's Business College, Quincy, Ill., sends a club of seven specimens, and includes a card photograph of a very hand some pen-drawing, entitled "Home, sweet Home."

Joseph Foeller, Jr., of A. L. and P., writes a elegant hand.

A. W. Woods, a student at Mueschman's Business College, Quincy, Ill., includes only a graceful writer. He is a young man of considerable skill, as is evinced by photographs of the complicated specimens of pen-drawing which he produces.

H. W. Flickinger, teacher of writing in the Union Business College, Phila., favors us with

a most exquisitely written letter. For simple case, grace and perfection his writing is not excelled.

W. S. Bowden, Lynn, Mass., includes several superior specimens of lettering executed with the Automatic Shading Pen. We have seen no work of greater merit executed with these pens.

Answers to

more — Under this head we will endeavor to answer all questions of general interest to our readers and having a bearing upon any of the specialties of which the JOURNAL treats, and not personal or the nature of any individual reader. Many questions, fail to elicit an answer from any of these reasons.

J. B. B., Wheeling, W. Va.—Shaded writing for business purposes is not objectionable from the fact of its shade, but from its more difficult, slow and correct execution, as compared with unshaded writing.

M. H. W., Harrisburgh, Pa.—Four numbers only of the new Spencerian Compendium are ready for sale. No. 5 will be ready in about a month. The first four are ready and mailed from the office of the JOURNAL at the publisher's price, 60 cents per number.

M. E. B., Wilmington, Del., asks what are the special requisites for good business writing?

First, the utmost simplicity and economy of form for all the letters. No superfluous lines of any character; all the letters proportionate and in proper compass. These uncluttered with a graceful, rapid movement, will give good business writing.

P. F. S., Salem, N. J., desires to know if blackboard practice will aid in obtaining a freehand writing movement. We think very little aid for the ordinary writing would be derived from blackboard practice. Blackboard-writing is executed on a large scale, and occupies a large sweep of the whole arm, while ordinary writing is executed on a scale so small as to employ only the hand and forearm, with the arm at rest. These conditions are so similar as to have very little in common.

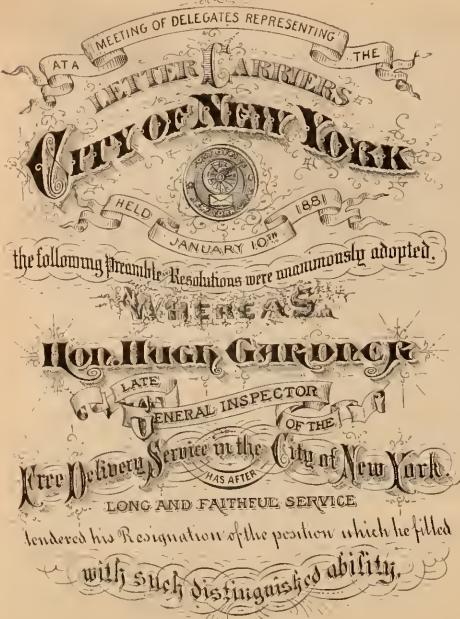
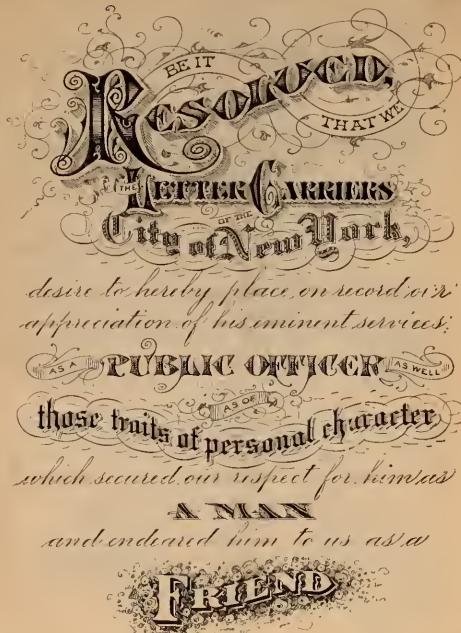
A. C. W., London, Ont.—The whole arm movement is the best and most practical for general writing. It should be used only where large capitals or writing are required or where impossible, such as in arm-headings, signatures, etc. The forearm or combination movement should be employed for all writing of an ordinary size. With long and constant practice, the whole arm may be so developed as to be successfully employed for the capitals upon the small scale of ordinary writing.

D. W. J., Cleveland, Ohio, desires to know if we do not favor teaching writing analytically. Yes, most decidedly. But we would avoid so complicating our analysis as to render it useless, as is the case with the complex and difficult methods of the writing itself. Most of the lessons given through the JOURNAL have been analyzed. We have purposely departed from this method in the present issue, with the view of presenting more effectively some general hints upon the teaching and practice. The present course will be followed by a course of analytic lessons.

Wade, New Haven, and a small strip of ink. Falling like dew upon a思想 process. This which makes thousands, perhaps millions think.

A rapid penman can write thirty words in a minute. To this he must draw his pen through the space of a rod, sixteen and a half feet. In forty seconds his hand moves a thousand words. We make an average sixteen words to three times the pen in writing each word. Within thirty words in a minute, we must make 480 words, 43,200 words in an hour. And he who makes 1,000 words in an hour is not at all remarkable. Many men, newspaper writers, for instance, make 4,000,000. Here we have, in the aggregate, a mark of 300 miles long to be traced on paper by such a writer in a year.

10



1880.

Just Published.

1881.

Sadler's Counting House Arithmetic.

A New and Improved Work on BUSINESS CALCULATIONS, with valuable reference tables, designed for Bankers, Brokers, Merchants, Business Men, Accountants, Farmers, Mechanics, Teachers and Students, and specially arranged and adapted as A PRACTICAL TEXT-BOOK for Business Colleges, High Schools, Academies, and Commercial Schools.

Containing 600 octavo pages, 55 x 10 inches.

The above treatise on Arithmetic embodies a course of study adapted to that practical application of the knowledge of numbers which is peculiar to business, and which is so essential to success in business and the affairs of life. The work is not the result of a hasty conception or sudden impulse, but one of those self-reliant toils which are the result of a long and careful consideration of the wants of the business world, and of the special text-book one needed in the class-rooms of the institution founded by the undersigned, and by him personally conducted for a period of OVER A SIXTEEN OF A CENTURY.

The present edition of the work is now abundantly proved by the numerous orders received, an ENTIRE EDITION having been exhausted in LESS THAN THIRTY DAYS after publication, as well as by its adoption by a large number of the LEADING BUSINESS COLLEGES and PRIVATE SCHOOLS in the country.

COMMENDATIONS

SADLER'S COUNTING HOUSE ARITHMETIC.

BRYANT & STRATTON COMMERCIAL SCHOOL,

BOSTON, November 23, 1880.

Mr. W. H. SADLER, Baltimore, Md.

In reply to your query as to how I like your new Counting House Arithmetic, I answer better than any other Arithmetic I have ever used in my school.

It is without doubt superior to any other Arithmetic now published. It is specially adapted for Commercial students, and in my opinion destined to become a standard work of reference in the counting room. I shall recommend it to all and all who may inquire regarding its merits.

H. H. HIBBARD, Principal.

CLAGHORN'S COMMERCIAL SCHOOL,

NEW YORK, December 1, 1880.

My Dear Sir:—I wish that you can tell me of an earlier edition of your Counting House Arithmetic, but within 30 days after publication. This does not surprise me, for I do not know of an Arithmetic so well suited to the special wants of business students as yours. I have used it in my school for 16 years, and have found it to be far superior to any other, and much better results than we have ever before obtained in the same length of time. I like the book because of its practical character, which with its great variety of recent business forms makes it attractive to students.

The book is well printed, and as good one, but above all the text is well written, and to sufficient results, answers to problems, I would specially commend.

W. H. CLAGHORN, Principal.

SPENCERIAN BUSINESS COLLEGE,

WATERTOWN, D. C., October 29, 1880.

House Arithmetic in our Senior Dept. H. C. SPENCER, Principal.

PROF. W. H. SADLER, Baltimore.

Dear Sir:—I am using Sadler's Counting House Arithmetic in my advanced classes. It is giving great satisfaction to all.

The explanations and rules are clear, concise and pointed. I am glad to give your work my hearty approbation.

It is a most excellent textbook for the schools for which it is intended.

S. HOGARDUS, Principal.

ROCHESTER BUSINESS UNIVERSITY,

ROCHESTER, N. Y., December 10, 1880.

We have introduced your Counting House Arithmetic as a textbook for our pupils. After critical examination of most of the features, we found them excellent, and the book is giving great satisfaction to all.

Believing that a commendation is only valuable when made after a thorough test of excellence, I have hesitated to withhold any expression of approval until now.

Waiting for your success with your book, merited by your arduous labors in perfecting, I remain, very truly,

F. W. WILLIAMS, Prof. Law and Math.

PROF. W. H. SADLER, Baltimore.

Dear Sir:—I have introduced your arithmetic into my schools, and am highly pleased with it. My teachers have charge of the arithmetic classes are doing much better work than that formerly with other books, and the pupils make more rapid and satisfactory progress.

It is certainly far in advance of any other work of the kind.

PROF. W. H. SADLER, Baltimore.

Dear Sir:—In my opinion your Arithmetic and competing it with other works, I will say that it is far ahead. I have introduced it to question and answer, and the results are arrangements, as well as the treatment, of the various practical topics. We have decided to use it in our school.

Very truly yours,

G. A. GASKELL, Principal.

COMMERCIAL INSTITUTE,

URBANA, O., October 29, 1880.

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Very truly yours,

A. FRASER, Principal.

PROF. W. H. SADLER, Baltimore.

Dear Sir:—Your Counting House Arithmetic meets my unqualified approval. I will use it in my school, and I find it completely adapted to every want of a student.

Yours sincerely,

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Dear Sir:—Your Counting House Arithmetic is without exception the most complete work in Commercial Arithmetic ever published. The explanations are as perfect and easily understood as to enable the student to make rapid progress and little trouble from the first to the last.

It cannot fail to meet with the success or favor which so excellent a work is so richly deserving.

Yours, etc.,

D. M. McLACHLAN, Principal.

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